



**BOARD OF DIRECTORS MEETING**

**TUESDAY, FEBRUARY 20, 2024 – 7:30 P.M. | Meeting held via Zoom Video Conference**

**GENERAL SESSION MINUTES**

**1. CALL TO ORDER**

The General Session meeting of the Hidden Hills Community Association Board of Directors was called to order at 7:33 P.M. by President, Joe Bellissimo. In accordance with the California Civil Code, the agenda was posted at least four days prior to the meeting.

**DIRECTORS PRESENT**

Joe Bellissimo, President  
Eric Epstein, Vice-President  
Kenny Hawk, Treasurer  
Howard Tenenbaum, Director  
John Heubusch, Director  
Jeffrey Gersh, Director  
John McGinnis, Director

**DIRECTORS ABSENT**

**HHCA MANAGEMENT/STAFF**

Erin Tudron, General Manager  
Stefany Tristan, Operations Manager  
Karen Liebrecht, Administration Manager

**2. EXECUTIVE SESSION SUMMARY**

The Board of Directors met in Executive Session on February 6, 2024 to discuss some, or all, of the items related to the following: 1) litigation or potential litigation; 2) matters relating to the formation of contracts with third parties; 3) member discipline and/or delinquency, including payment plan requests; 5) personnel matters; and/or 6) approval of Executive Session minutes.

**3. GENERAL SESSION MINUTES APPROVAL**

The Board of Directors reviewed the draft General Session meeting minutes dated January 16, 2024.

Motion: Epstein  
Second: Gersh

Resolution: The Board of Directors approved the General Session meeting minutes dated January 16, 2024, as presented.

The motion carried unanimously.

#### 4. FINANCIAL REPORT

##### a. January 2024 Financial Statement

Treasurer Kenny Hawk provided a verbal report on the current operating budget and presented the January 2024 financial statement for review and acceptance by the Board.

Motion: McGinnis

Second: Tenenbaum

Resolution: The Board of Directors approved and accepted the January 2024 financial statement as presented, subject to audit.

The motion carried unanimously.

#### 5. COMMITTEE REPORTS

##### a. Architectural Committee – Ryan Levis, Architectural Consultant

On behalf of the Committee, Architectural Consultant Ryan Levis reported the January Architectural Committee meeting was held on Wednesday, January 24, 2024. The February meeting is scheduled for Wednesday, February 28, 2024. There are 23 projects on the agenda for architectural review.

##### b. Equestrian Services Committee – Anne Kolbe, Chair

The Committee reported they are hosting another horse and pony event scheduled for Sunday, March 3, 2024. The next ESC meeting will be held on February 27, 2024.

##### c. Gate Operations Committee – Jeff Korchek, Chair

The Committee reported on the electronic updates taking place, including the installation of new UPS battery backups at each gate, as well as their review of proposals received for the Ahmanson gate to allow for easier ingress and egress for riders on horseback. The Committee also reported on the data collected regarding gate entries. Currently, over 50% of the entries recorded into the community are entered in real-time by the gate guards. Residents are encouraged to enter their guests directly into Proptia to facilitate faster processing at the gates.

##### d. Landscape Committee – Steve Weber, Chair

The Committee reported that the approved Phase 1 tree planting plan is complete, and they have received a lot of positive feedback from the community. It was also reported that several trees have been lost throughout the community due to the recent storms, however the losses have been much less than what was experienced last year. The Committee is also working on building their nursery with the goal of planting trees as needed in the future.

##### e. Parks and Recreation Committee – Karen Liebrecht, Staff Liaison

On behalf of the Parks and Recreation Committee, staff liaison Karen Liebrecht reported on the upcoming community events including Date Night featuring line dancing on Saturday, February 24, 2024, Senior Luncheon event on Sunday, March 3, 2024, and Bunco game night

on Thursday, March 21, 2024. The idea of a “Fun Run” has also been discussed as a future community event.

**f. Technology Committee – John McGinnis, Chair**

The Committee did not have anything new to report and thanked resident Hugh Gagnier for his continued assistance with Proptia.

**g. Theatre Committee – Karleen Basch, Chair**

The Committee reported on the upcoming Valentine Musicales which is being produced by committee member Megan Sweeney. The musicale shows are scheduled for March 15<sup>th</sup> and 16<sup>th</sup> and will be a “speakeasy” theme. The next Jaxx Production is “Peter Pan” and is currently scheduled for May 24<sup>th</sup>-26<sup>th</sup>. The Committee is also working on outreach for a proposed “Hidden Hills Got Talent” event, as well as a tween workshop with The Groundlings. Committee Chair, Karleen Basch also announced she will be stepping down as Committee Chair and from the Committee altogether and extended her sincerest thanks to the Board of Directors and her fellow committee members.

**h. Report on City Council Meeting – Eric Epstein, Board Liaison**

There was no report provided on the most recent City Council meeting.

**6. HOMEOWNER OPEN FORUM**

In lieu of prior standard Homeowner Forum, members were given an opportunity to comment on agenda items, prior to each agenda item being discussed. The time limit for each homeowner is 3 minutes. All comments pertaining to non-agenda related items were held later in the meeting.

Members in attendance provided input on the following agenda items during open forum:

- No Comments.

**7. UNFINISHED BUSINESS/NEW BUSINESS**

**a. Organization of the Board of Directors**

Following the Annual Director Election held on January 22, 2024, the Board of Directors appointed the following officers:

**PRESIDENT**

Motion: Tenenbaum

Second: Bellissimo

Resolution: The Board of Directors appointed John McGinnis as President of the Hidden Hills Community Association.

The motion carried unanimously.

**VICE PRESIDENT**

Motion: McGinnis  
Second: Tenenbaum

Resolution: The Board of Directors appointed Eric Epstein as Vice President of the Hidden Hills Community Association.

The motion carried unanimously.

**SECRETARY**

Motion: Epstein  
Second: Tenenbaum

Resolution: The Board of Directors appointed John Heubusch as Secretary of the Hidden Hills Community Association.

The motion carried unanimously.

**TREASURER**

Motion: Tenenbaum  
Second: Gersh

Resolution: The Board of Directors appointed Kenny Hawk as Treasurer of the Hidden Hills Community Association.

The motion carried unanimously.

Joe Bellissimo, Howard Tenenbaum and Jeff Gersh will serve as Directors of the Hidden Hills Community Association.

**b. 2024 Committee Appointments: Committee Members & Committee Chairs**

The Board of Directors appointed HHCA members and/or residents to the following standing Association Committees. It was decided that the appointment of Committee Chairs will be tabled to the March 19, 2024 General Session meeting of the Board of Directors.

**1) Architectural Committee**

Motion: Hawk  
Second: Bellissimo

Resolution: The motion to appoint Diko Kassabian, Kashka Bryson and Catherine Sorensen to serve on the Architectural Committee did not pass.

Aye: Bellissimo, Hawk, Heubusch  
Nay: Epstein, Gersh, McGinnis, Tenenbaum

Motion: Gersh  
Second: Tenenbaum

Resolution: The Board of Directors appointed the following members to serve on the Architectural Committee:

- Diko Kassabian
- Michael Kotal
- Robert Mahterian

The motion carried (4-3).

Aye: Epstein, Gersh, McGinnis, Tenenbaum  
Nay: Bellissimo, Hawk, Heubusch

## **2) Community Facilities Committee**

Motion: Hawk  
Second: Tenenbaum

Resolution: The Board of Directors appointed the following members to serve on the Community Facilities Committee:

- Robert Freedman
- Joseph Rosen
- Debbie Schwartz-Klein
- Camille Treacy

The motion carried unanimously.

## **3) Equestrian Services Committee**

Motion: Bellissimo  
Second: Hawk

Resolution: The Board of Directors appointed the following members to serve on the Equestrian Services Committee:

- Anne Kolbe
- Debbie Kulik
- Lonna Weber

- Lisa Christensen
- Linda Yallen
- Esther Hahn
- Kerry Mellin

The motion carried unanimously.

**4) Gate Operations Committee**

Motion: Hawk  
Second: Heubusch

Resolution: The Board of Directors appointed the following members to serve on the Gate Operations Committee. The Committee shall decide which long serving members will proceed as non-voting members for the year.

- Michael Adler
- John Boulianne
- David Ellis
- Jack Goldman
- Jeff Grogin
- Michael Imberman
- Jeffrey Korchek (non-voting member)
- Barbara Lipkin
- Mike Resnick
- Deb Seror

The motion carried unanimously.

**5) Landscape Committee**

Motion: Hawk  
Second: Tenenbaum

Resolution: The Board of Directors appointed the following members to serve on the Landscape Committee:

- Katie Roth
- Nanette Walden
- Steve Weber

The motion carried unanimously.

**6) Parks & Recreation Committee**

Motion: Heubusch  
Second: Tenenbaum

Resolution: The Board of Directors appointed the following members to serve on the Parks & Recreation Committee:

- Leslie Bacon
- Elizabeth Chang
- Catherine Gourdier (non-voting member)
- Delinah Hurwitz
- Jaimee Kasower
- Mandy Nili
- Peggi Siegel
- Tamika Watkins

The motion carried unanimously.

**7) Technology Committee**

Motion: Hawk  
Second: Gersh

Resolution: The Board of Directors appointed the following members to serve on the Technology Committee:

- Bryan Campbell
- Jeff Grogin
- Robert Rose
- Jason Stomel

The motion carried unanimously.

**8) Theater Committee**

Motion: Tenenbaum  
Second: Epstein

Resolution: The Board of Directors appointed the following members to serve on the Theater Committee:

- Lorin Cook
- Erica Ginsberg

- Catherine Gourdier (non-voting member)
- Lucy Jacobson
- Juliet Lee
- Nadine Levitt
- Megan Sweeney
- Tamika Watkins

The motion carried unanimously.

**c. 2024 Committee Board Liaison Appointments**

The Board of Directors appointed Board Liaisons to serve on each of the Association's Standing Committees, as well as a Board Liaison to report on the City Council meetings.

**1) Architectural Committee**

Motion: Epstein  
Second: Tenenbaum

Resolution: The Board of Directors appointed Jeff Gersh as liaison to the Architectural Committee.

The motion carried (4-1), with Hawk abstaining from the vote.

Aye: Epstein, Heubusch, McGinnis, Tenenbaum  
Nay: Bellissimo  
Abstain: Hawk

**2) Community Facilities Committee**

Motion: Bellissimo  
Second: Tenenbaum

Resolution: The Board of Directors appointed Kenny Hawk as liaison to the Committee Facilities Committee.

The motion carried unanimously.

**3) Equestrian Services Committee**

Motion: Epstein  
Second: Hawk

Resolution: The Board of Directors appointed Jeff Gersh as liaison to the Equestrian Services Committee.



The motion carried unanimously.

**4) Gate Operations Committee**

Motion: Tenenbaum

Second: Gersh

Resolution: Eric Epstein did not accept the liaison appointment to the Gate Operations Committee.

Motion: Gersh

Second: Tenenbaum

Resolution: The Board of Directors appointed Joe Bellissimo as liaison to the Gate Operations Committee.

The motion carried unanimously.

**5) Landscape Committee**

Motion: Tenenbaum

Second: Gersh

Resolution: The Board of Directors appointed John McGinnis as liaison to the Landscape Committee.

The motion carried unanimously.

**6) Parks & Recreation Committee**

Motion: Gersh

Second: Tenenbaum

Resolution: The Board of Directors appointed Joe Bellissimo as liaison to the Parks & Recreation Committee.

The motion carried unanimously.

**7) Technology Committee**

Motion: Tenenbaum

Second: Heubusch

Resolution: The Board of Directors appointed Eric Epstein as liaison to the Technology Committee.

The motion carried unanimously.

**8) Theater Committee**

Motion: Hawk  
Second: Heubusch

Resolution: The Board of Directors appointed Howard Tenenbaum as liaison to the Theater Committee.

The motion carried unanimously.

**9) City Council Meeting**

Motion: Gersh  
Second: Tenenbaum

Resolution: The Board of Directors appointed John McGinnis as liaison to report on the City Council meeting.

The motion carried unanimously.

**d. Master Insurance Policy Package Renewal**

The Association's annual master insurance policy package is scheduled to be renewed on March 1, 2024. The insurance broker has confirmed they are still awaiting renewal quotes from the carriers for the Board's review and approval.

Motion: Gersh  
Second: Bellissimo

Resolution: The Board of Directors authorized and delegated authority to John McGinnis, Kenny Hawk, and Howard Tenenbaum to review and approve the Association's master insurance policy package which is scheduled to be renewed on March 1, 2024.

The motion carried unanimously.

**e. Proposal: Phase 2 – Tree Planting Plan**

The Board of Directors reviewed and discussed the proposed Phase 2 Tree Planting proposal for Round Meadow Rd and Jed Smith Rd, as presented by the Landscape Committee. The Phase 2 proposal calls for the installation of 20-24" box Pepper trees from Round Meadow to

Bonneville Rd, 30-24" box Pepper trees from Jed Smith to Lewis & Clark Rd, and 10-24" box Pepper trees for the nursery. The total cost of Phase 2 is \$30,000.00 and is in budget.

Motion: Tenenbaum  
Second: Heubusch

Resolution: The Board of Directors approved the Phase 2 Tree Planting proposal, as presented.

The motion carried unanimously.

**f. Proposal: Trail Repair Plan**

The Board of Directors reviewed and discussed the proposals presented by the Equestrian Services Committee for the necessary repairs of the Lasher and Wingfield trails. The Committee asked for the Board's approval to utilize their \$45,000.00 budget allocated for trail repair and maintenance.

Motion: Hawk  
Second: Gersh

Resolution: The Board of Directors approved the repair of the two trails, as presented by the Equestrian Services Committee, not to exceed their \$45,000.00 budget.

The motion carried unanimously.

**g. Proposal: Ahmanson Gate**

The Board of Directors reviewed and discussed the proposal provided by Dynamic Fence and presented by the Gate Operations Committee to address the issue of controlled access for ingress and egress between the Ahmanson Ranch and the Community for both pedestrian and equestrian access.

Resolution: No action taken. This item was tabled for further research and communication between the Gate Operations and Equestrian Services Committees.

**h. Proposal: Spring Vally Tennis Court Resurfacing & Pickleball Court Conversion**

The Board of Directors reviewed and discussed the proposals presented for the proposed resurfacing of the Spring Valley tennis court and conversion of the back court into 4 designated pickleball courts. This is a reserve budget item.

Motion: Hawk  
Second: Heubusch

Resolution: The Board of Directors approved the resurfacing of the Spring Valley tennis court and conversion of the back court into 4 designated pickleball courts, as presented, not to exceed the total cost of \$64,000.00.

The motion carried unanimously.

**i. Encroachment Permit Requests:**

The Board of Directors reviewed the following encroachment permits issued by management:

<b>ENCROACHMENT PERMITS</b>						
<b>Name</b>	<b>Address</b>		<b>Project</b>	<b>Filed</b>	<b>Issued</b>	<b>Permit No.</b>
SoCal Gas	5901	Highridge Rd	Gas Service Installation	1/3/2024	1/3/2024	1265
SoCal Gas	24341	Rolling View Rd	Gas Service Abandonment	1/8/2024	1/8/2024	1266
SoCal Edison	5275	Round Meadow Rd	Access existing pole to install equipment and pull in cable from pole to existing handhole.	1/10/2024	1/10/2024	1267
SoCal Gas	5461	Paradise Valley Rd	Gas Service Installation	2/1/2024	2/1/2024	1268
SoCal Edison	6074	John Muir Rd	Relocate Pull Box	1/17/2024	2/7/2024	1269
SoCal Edison	6080	John Muir Rd	Relocate Pull Box	1/17/2024	2/7/2024	1269

Resolution: No action taken. Reviewed and filed.

**j. Directors Topics**

Newly appointed Board President John McGinnis discussed the possibility of returning to in person General Session meetings, pending technological upgrades and solutions to support an effective hybrid meeting.

**8. HOMEOWNER FORUM**

Members in attendance provided input on the following non-agenda items during open forum:

- No comments.

**9. MANAGEMENT REPORT**

General Manager Erin Tudron reported on the following topics:

- Introduction of the new front desk receptionist, Amanda Turner.
- Reminder that the resident lane at the Long Valley gate is still closed due to the City parking lot project.
- The Jim Bridger/Ashely Ridge Road project was completed on January 24, 2024. The project has passed construction inspection.
- The new pool heaters have been ordered and are anticipating installation to be completed within the next 2 weeks.
- Proposals are being obtained for the repaving of the community center parking lot, as well as the replastering of the community center pool.
- The Association’s annual backflow testing through LVWD is scheduled for February 21, 2024. They will be testing the backflows at the three arena locations. We recently replaced the backflow at the Saddle Creek arena for the total cost of \$4,332.25 and are anticipating passing inspection.
- Annual budget preparation has begun and have started the Association’s 2024/2025 Reserve Study with Association Reserve. Receipt of the first draft of the reserve study is anticipated within the next 2-3 weeks.
- Now is a good time for Committees to start thinking about their 2024/2025 budget requests. Committee notices with the annual budget forms will be sent out within the coming weeks.
- Annual Weed Abatement Reminder – As of February 1<sup>st</sup>, Annual Weed Abatement Notices were sent out by the County of Los Angeles. April 1<sup>st</sup> is the earliest the County will begin clearance operations, however if you are planning on clearing your open property, please notify the County no later than March 10, 2024. It is anticipated that inspection will be taking place between April – June.


**10. NEXT MEETING DATE**

The next General Session meeting of the HHCA Board of Directors is scheduled for Tuesday, March 19, 2024 at 6:30 P.M. via Zoom Video Conference.

**11. ADJOURNMENT**

There being no further business to conduct in General Session, the meeting was adjourned at 10:10 P.M.

ATTEST:

DocuSigned by:  
  
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Signature

3/20/2024  
Approved Date